Commander's Supervisory Training
Safety and Occupational Health
FY 2004

Jerry Golden
Chief, Safety Office
goldenj@ria.army.mil

Agenda

- ✔ Purpose
- ✔ Terminology
- ✔ Risk Management
- ✔ Accident Causal Factors
- ✔ Rights and Responsibilities
- ✔ Regulations and Policies
- ✔ Reporting Requirements
- ✔ Programs
- ✔ Industrial Hygiene
- ✔ Meetings
- ✔ Training
- ✔ Definitions
- ✔ Website
- ✔ Safety Office Personnel
- ✔ Questions

Purpose

- ✔ To introduce or reinforce Safety and Occupational Health to RIA Supervisors and Leadership.
- ✔ To integrate Safety and Occupational Health and Risk Management into all aspects of installation activities.

What is Safety?

- **Webster's definition is:**

"the condition of being safe from undergoing or causing hurt, injury, or loss"

What is an Accident?

- **One of Webster's definition is:**

"the unfortunate event resulting from carelessness, unawareness, ignorance, or a combination of causes"

- **Army's definition is:**

"An unplanned event that results in injury to personnel and / or damage to property"

What is a Near-Miss?

- **Army's definition is:**

"An unforeseen or unplanned event that causes no injury or property damage but under slightly different circumstances could have resulted in a accident resulting in personal injury and / or property damage"

Note: Due to it's possible negative outcome, we should really be calling this type of event a "Near-Hit"

Why Safety?

- **Accidents / Illnesses -**
  - **Cause unnecessary pain and suffering for individuals and families.**
  - **Interfere with production.**
  - **Affect work performances / capabilities.**
  - **Affect morale.**
  - **Waste of resources (cost us money).**
  - **Play a factor in determining liability.**
  - **Accident and illnesses are preventable.**

Risk Management

- **Risk Management is:**
  - **A systematic 5-step process that can be applied to any situation, program, or environment.**
- **The standard for Risk Management is an informed decision at the appropriate level.**
  - **It is not an excuse to not complete a task or operation.**
  - **Every employee shall complete training.**

Risk Management Process

Risk Management Matrix

Hazard Severity	Hazard Probability				
	Frequent	Likely	Occasional	Seldom	Unlikely
	A	B	C	D	E
I Catastrophic	E	E	H	H	M
II Critical	E	H	H	M	L
III Marginal	H	M	M	L	L
IV Negligible	M	L	L	L	L

E - Extremely High Risk	RAC 1
H - High Risk	RAC 2
M - Moderate Risk	RAC 3
L - Low Risk	RAC 4 & 5

Risk Management Concept

- Not just “common sense” or “something good leadership have always done.”
- It is an important tool!
- The level of detail that goes into the process depends on the “time available” and the “extent of the risk”.

Risk Management vs. Gambling

- ✔ **Bold, aggressive leaders and risk takers are needed, admired, and endorsed in the Army.**
- ✔ **Gamblers, if they are successful, are hard to separate from the bold risk taker.**
- ✔ **Sooner or later the gambler loses!**

Risk Management vs. Gambling

- The key difference between the risk manager and gambler is:
  - the risk managing leader can reasonably predict the outcome
  - the gambler is only guessing!

Accident Causal Factors

- ✔ Acts of Nature
- ✔ Equipment and Material
- ✔ Environment
- ✔ Human

Acts of Nature

- ✔ Hurricanes
- ✔ Floods
- ✔ Lightning Strikes
- ✔ Mud Slides

Note: We may still be able to make decisions that will influence the final outcomes related to acts of nature. For example, we may choose to leave the affected area.

Equipment and Material Factors

- **Failures and Malfunctions**
  - **A fault in the equipment that keeps it from working as designed, therefore causing or contributing to an accident.**

Environment Factors

- **Environmental Conditions**
  - **Any natural or manmade surroundings that negatively affect performance of individuals, equipment or materials and causes or contributes to an accident.**

Human Factors

- **Human Error**
  - **An individual's actions or performance that is different than what is required and results in or contributes to an accident.**

Sources of Human Error

- **Leadership Failure**
  - **Leadership does not enforce known standard.**
- **Training Failure**
  - **Employee not trained to known standard (insufficient, incorrect or no training on task).**
- **Standards Failure**
  - **Standards and procedures not clear or practical, or do not exist.**

Sources of Human Error

- **Support Failure**
  - **Equipment or material improperly designed or not provided.**
- **Individual Failure**
  - **Employee knows and is trained to standard but elects not to follow the standard (self-discipline).**

Rights and Responsibilities

- **Employer Duties -**
  - **Has the general duty to furnish each of his employees employment and places of employment which are free from recognized hazards that are likely to cause death or serious physical harm.**
  - **Has the specific duty to comply with the safety and health standards promulgated under the Act.**

Rights and Responsibilities

- **Employees –**
  - **Must comply with the Safety and Occupational Health standards.**
  - **Have the duty to comply with all rules, regulations, policies, procedures and orders which are applicable to his / her action and conduct on the job.**

Rights and Responsibilities

- **Employees -**
  - **Must use personal protective equipment and other safety equipment provided.**
  - **Must report accidents / injuries to superiors.**
  - **Have a right to request the inspection of conditions which endangers their safety.**

Rights and Responsibilities

- **Employees –**
  - **Have a right to request a hazard evaluation of a condition which endangers their health.**
  - **Note: No form of reprisal may be administered against an employee who exercises his / her right.**

Regulations and Policies

- 29 CFR 1960 – Basic Program Elements for Federal Employee OSHA Programs and Related Matters
- 29 CFR 1910 – General Industry Standards
- 29 CFR 1926 – Construction Standards
- AR 385-10 - Army Safety Program
- RIAR 385-2 – RIA Safety Regulation
- EM 385-1-1, COE Safety Manual
- RIA Policy #A-11: Safety and Health

Regulations and Policies

- ✔ RIA Policy #B-16: Accident Notification
- ✔ RIA Policy #B-17: Safety After Action Review
- ✔ RIA Policy #B-21: Personal Protective Equipment
- ✔ Commander's Operation Order

Reporting Requirements

- **Commander's Policy on Accident Notification – Policy Memo #B-16**
  - **"All accidents and injuries, no matter how minor or insignificant they may appear, shall be reported immediately to the appropriate leader or team delegate. The facts of these incidents will be promptly reported up the chain of leadership."**
  - **"Directors and Office Chiefs will report accidents to me and the RIA Safety Office within 2 hours of the occurrence of the accident."**

Reporting Requirements

- **Commander's Policy on Accident Notification – Policy Memo #B-17**
  - **"Accidents and injuries must be thoroughly investigated immediately after occurrence. If not, the essential facts surrounding the incident can be lost or misinterpreted. Corrective actions might then be incomplete or ineffective."**
  - **"Conduct a Safety After Accident Review (SAAR) at the accident site within 72 hours after the accident or injury."**

Safety Programs

- ✔ Continuous Improvement in Safety Performance (CISP)
- ✔ Accident Prevention / Investigation
- ✔ Ergonomics
- ✔ Industrial Hygiene Programs and Support
- ✔ Lock Out Tag Out
- ✔ Confined Space Entry
- ✔ Personal Protective Clothing / Equipment
- ✔ Hazard Communication
- ✔ Fall Protection
- ✔ Office Safety
- ✔ Safety Training

Industrial Hygiene

Recognition, Evaluation and Control of Workplace Hazards

Hazard Recognition

- Occupational exposure to chemicals is considered one of the most wide spread hazards in industry. The use of engineering controls is the preferred method of limiting these exposures. Dilution and capture ventilation are two important methods to control exposure. The design and position of hoods and vents, and the amount of air infiltration can substantially change exposure conditions. Material Safety Data Sheets and other documentation provide a basis for predicting adverse effects.

Hazard Evaluation

- ✔ **Sampling and monitoring equipment is available to quantify exposures to contaminants, noise, radiation and heat. Correct sampling strategy and interpretation are essential elements of an industrial hygiene survey.**

Hazard Control

- **The selection of appropriate engineering controls or personal protective equipment for exposure control often requires both an understanding of the limitations of the equipment, and the expected exposure parameters as determined by an industrial hygiene evaluation.**

Rules and Regulations

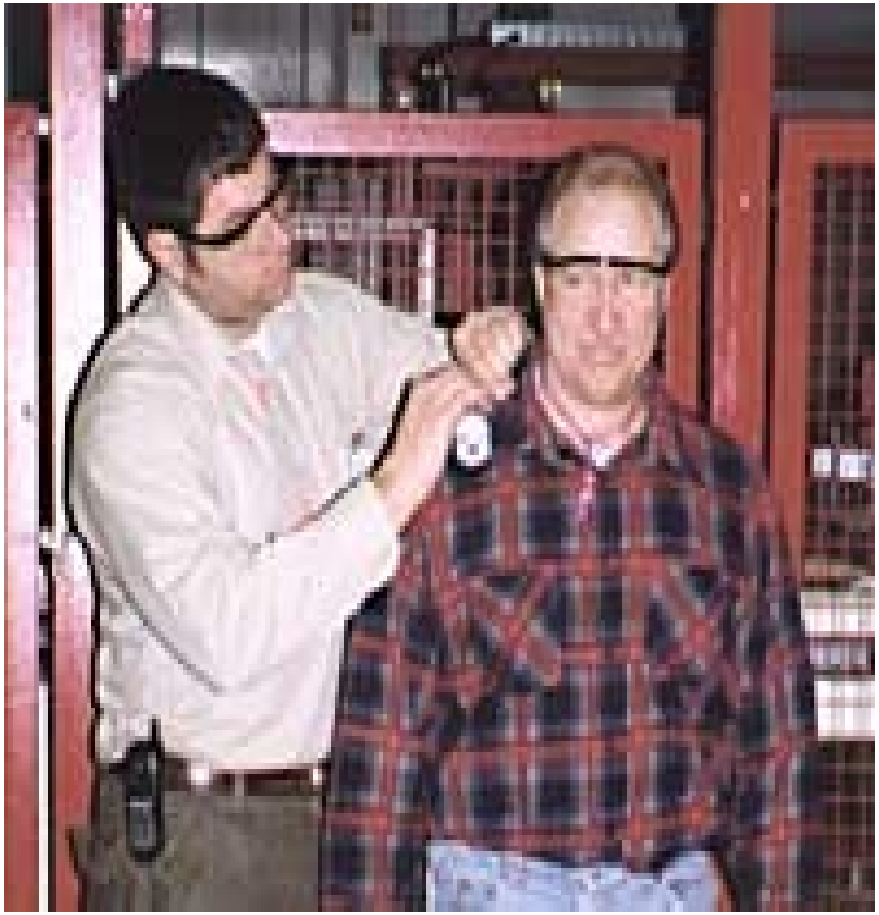
- The Occupational Safety and Health Administration (OSHA), the American Conference of Governmental Industrial Hygienists (ACGIH) and the National Institute of Occupational Safety and Health (NIOSH) are three organizations which establish many of the rules governing allowable workplace exposures. Permissible exposure limits for noise, chemicals, heat and other workplace stressors have been established.

I.H. Office Mission Services

- **1. Physical hazard exposure monitoring - to include measuring, evaluating, and recommending methods to control noise, temperature extremes and ergonomic hazards.**

I.H. office Mission Services

- **2. Chemical hazard exposure monitoring - to include measuring, evaluating and recommending methods to control chemical hazards; conducting industrial ventilation surveys; and addressing personnel protective equipment (PPE) issues.**

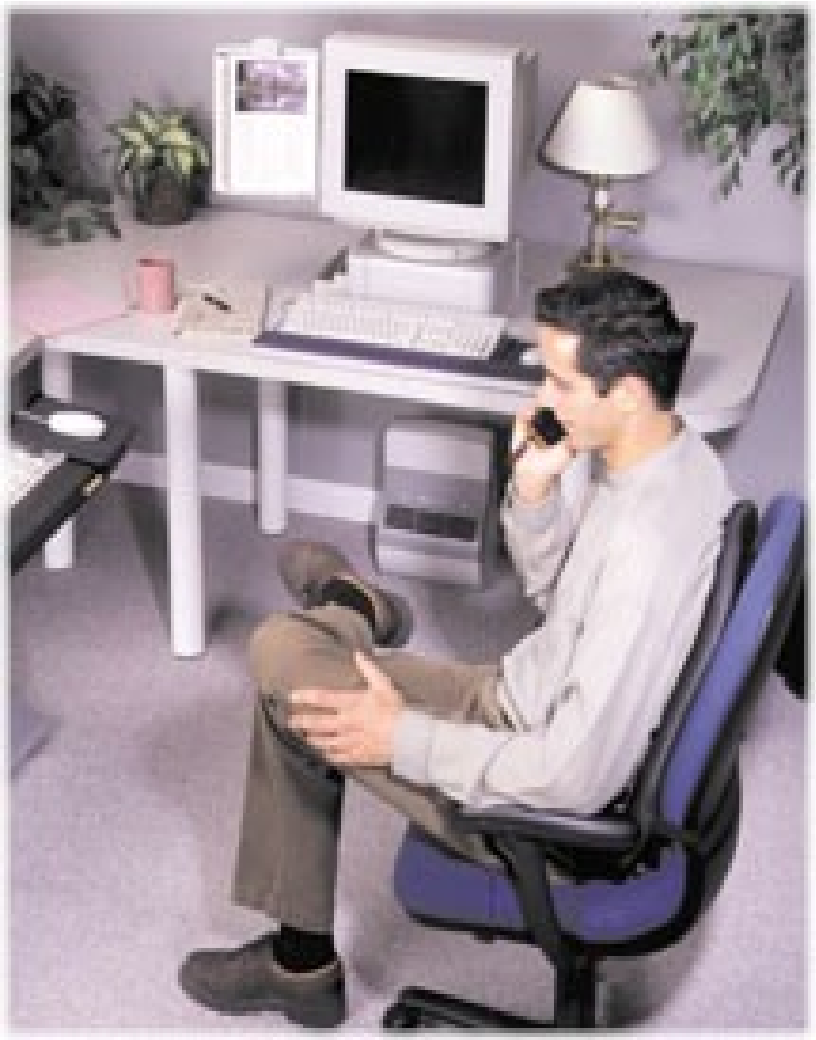


I.H Office Mission Services

- **3. Indoor air quality surveys - to include identifying, evaluating and recommending methods to control indoor air quality issues. Requests for IAQ surveys should be issued by area supervisors.**

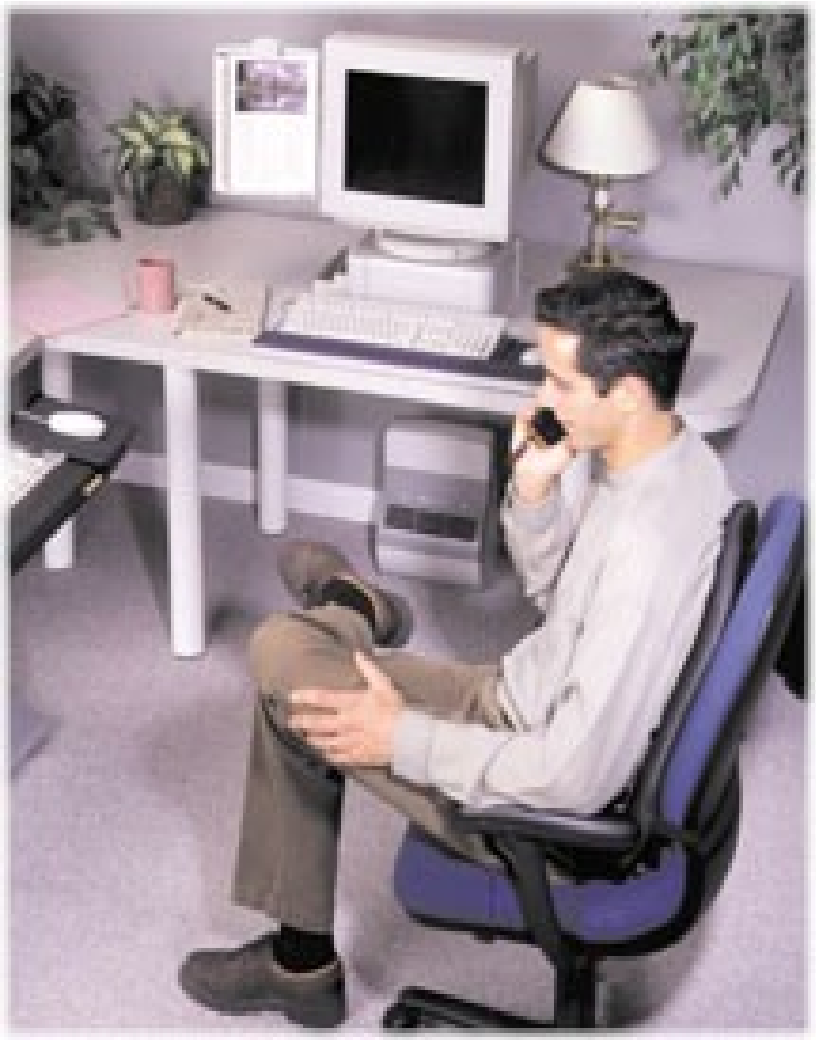
I.H. Office Mission Services

- ✔ **4. Engineering control design and contract review - to include reviewing the design and application of heating, ventilation and air conditioning systems; laboratory exhaust ventilation systems; asbestos and lead abatement programs; and other engineering controls..**



I.H. Office Mission Services

- **4. (continued) Participation in the control of hazardous products used in processes through MSDS reviews and cost center interviews.**



I.H. Office Mission Services

- **5. Industrial hygiene equipment services and training - to include evaluating and maintaining selected industrial hygiene equipment and training the user on equipment capabilities in support of the confined space entry and other programs.**

I.H. Office Mission Services

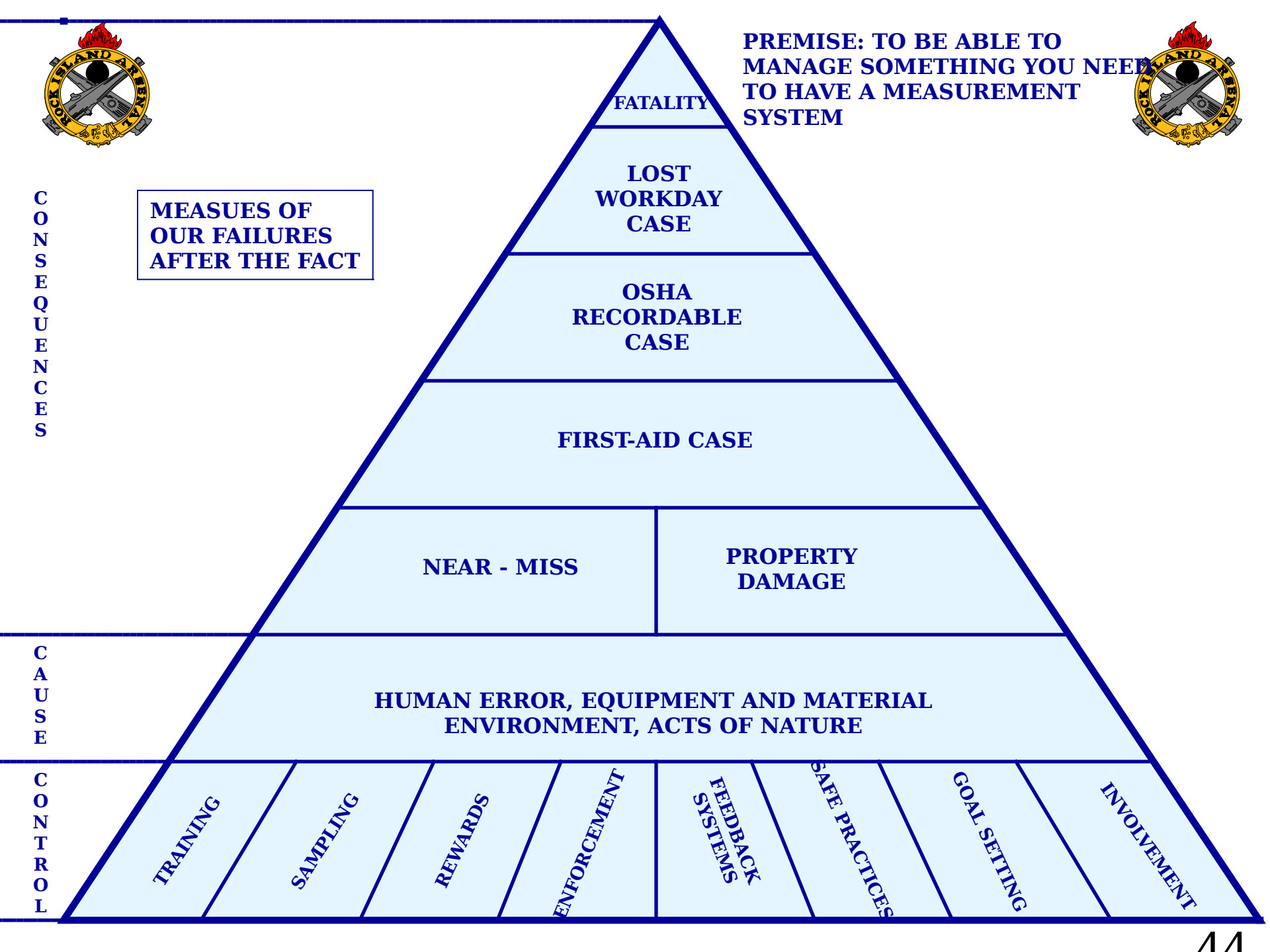
- **6. Respirator Protection Program - to include respirator selection, fit testing, training and inspection of equipment and systems in the field. Evaluate compressed breathing air for ANSI/CGA Grade D specification compliance.**

Industrial Hygiene Office

- Cathy Sonnenberg, Industrial Hygienist
- Gary Heitman, Industrial Hygiene Technician
- Carol Hichborn, Industrial Hygienist Technician

Industrial Hygiene Office

- Located in Building 110, Basement, South East Wing, Rooms 44
- Phone: 2-0806 / 2-0807
- Email: MCXM-PMA@RIA.ARMY.MIL


PREMISE: TO BE ABLE TO MANAGE SOMETHING YOU NEED TO HAVE A MEASUREMENT SYSTEM
MEASUES OF OUR FAILURES AFTER THE FACT
CONSEQUENCES
FATALITY
LOST WORKDAY CASE
OSHA RECORDABLE CASE
FIRST-AID CASE
NEAR - MISS
PROPERTY DAMAGE
CAUSE
HUMAN ERROR, EQUIPMENT AND MATERIAL ENVIRONMENT, ACTS OF NATURE
CONTROL
TRAINING
SAMPLING
REWARDS
ENFORCEMENT
FEEDBACK SYSTEMS
SAFE PRACTICES
GOAL SETTING
INVOLVEMENT

Safety Training

- ✔ **Classroom**
  - In-house by RIA Personnel
  - Contractor (In-house and Off-site)
- ✔ **CD-Rom Interactive Program**
  - Personal Protective Clothing/Equipment
  - Confined Space Entry
  - Control of Hazardous Energy (Lock Out / Tag Out)
  - Powered Industrial Trucks
  - Electrical Safety
  - Hazard Communication
  - Others

Safety Meetings

- Quarterly Safety and Occupational Health Council
  - Safety Action and Lessons Learned Charts
- Monthly Organizational Safety and Health Meetings
  - Operation Order specifies the requirements

Definitions

- **Lost Time:**
  - **A work related injury or illness involving one or more full days away from work beyond the date of occurrence.**
- **OSHA Recordable:**
  - **All work related injuries and illnesses, and those injuries that result in loss of consciousness, lost workdays (days away from work and/or restricted activity), transfer to another job, or require medical treatment beyond simple first-aid.**

Definitions

- **First-Aid:**
  - **Any injury one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters, and so forth, that do not ordinarily require medical treatment.**
- **Severity Rate:**
  - **The number of lost workdays away from work per 200,000 hours worked.**

RIA Safety Web Site

- ✔ Via RIA Intranet Website
- ✔ RIA Master Accident Prevention Plan
- ✔ Preliminary Incident Notification Report
- ✔ Worker's Compensation Info
- ✔ Job Safety Analysis
- ✔ Promotional Items
- ✔ Safety Computer Based Training Information
- ✔ Commander Safety and Occupational Health Council

RIA Safety Office

- Overall management of Safety and Occupational Health provisions at RIA.
- Stress “Safety” is not just a “Safety Office Staff” function, but rather
  - An inherent part of ALL jobs and production.
  - An integral part of the final goal.
  - Safety is A CORE VALUE!

RIA Safety Office

- ✔ Jerry Golden, Safety Manager, 2-0207
- ✔ Nancy Carlson, SOH Specialist, 2-2309
- ✔ Mike Chaplin, SOH Specialist, 2-2314
- ✔ Charlie Cook, SOH Specialist, 2-2071
- ✔ Mike Hipschen, SOH Specialist, 2-2133

RIA Safety Office

- ✔ **Located in Building 90, 2nd Floor, Rooms 21 and 22**
- ✔ **Phone: 2-1380**
- ✔ **Email: AMSTA-RI-SF**

QUESTIONS?

ROCK ISLAND ARSENAL
CENTER FOR EXCELLENCE